

BUTTE COUNTY LIBRARY ADVISORY BOARD MINUTES
Chico Library Conference Room 3:00PM - 5:00PM

Wednesday, January 21, 2015

PRESENT: Ron Serrano, Marylou Johnson, Ruthmarie Ferris, Patti Conlin, Ronda Hoffman, Penny Louton, Jeff Wanee, Mel Lightbody, Heidi Mitchell

GUESTS: Oliver Allen, Brenda Crotts

ABSENT: Fred Antonowich, excused. Bonnie Huntington, excused.

Order at 3:00

1. Approval of meeting minutes from November 2014 (Attachment 1):

Mr. Serrano inquired if there were any changes to the November 9, 2014 LAB minutes. The minutes are approved as written with the addition of Marylou Johnson and Penny Louton were in attendance and after verification that Fred Antonowich's name is spelled correctly in all instances.

Ms. Johnson moved for approval.

Mr. Serrano seconded the motion, and the motion carried.

2. Introductions:

Oliver Allen is the Outreach Coordinator for the Butte County Library and attended the meeting.

3. Correspondence: Letter from Margaret Siemsen (Attachment 3)

Mr. Serrano inquired if the Board members had any thoughts or concerns regarding the letter from Margaret Siemsen about the process for the weeding of library material. Some discussion on having a policy or changing the policy came to light; however, it was agreed that the current policy upheld by the Library Director and professionals is feasible for Butte County Libraries. In conclusion, Mr. Serrano will send a letter to Ms. Siemsen thanking her for her interest in this matter as well as letting her know that there is a policy in place and the Library Director upholds it. Further, Mr. Serrano will share some of the new items that the Chico Library is working towards providing for patrons in the near future which cannot be accomplished without weeding out some of the materials. Ms. Crotts will provide Mr. Serrano with a short summary of Chico Library's happenings to be included in the letter.

4. Branch Manager's Report – Brenda Crotts; Branch Librarian:

Ms. Crotts shared that the Chico Branch is opening their Veteran Resource station on February 2nd and will be setting a schedule for people to man the station. Someone from the CFOL gave funds to help with Youth programming which will allow the Chico Branch to start a maker area for the teens using the 3-D printer as well as a place for those interested in video editing production which was suggested by Supervisor Wahl. Ms. Crotts gave a tour of the improvements to the branch to accommodate a 3-D printer and video editing area as well as the veterans resource area.

5. Library Director's Report (Attachment 5)

Ms. Lightbody inquired if there were any comments or questions regarding the Librarians report she provided as attachment 5. Hearing none, she shared that Library Administration, specifically Ms. Payne and Ms. Vantrease will begin working on the budget Wednesday, January 28th. Although there is not a set amount to work with thus far, the budget will be turned in in March.

6. Old Business

a. Library Wish List (Attachment 6a1 and 6a2)

Mr. Serrano inquired if there were any further questions of concerns regarding the updated versions of the Library Wish List was provided in the packet. Ms. Ferris inquired if there were still options to get wooden chairs from BC surplus. Unfortunately, surplus has limited amount of items such as wooden chairs. The wooden chairs, while a bit pricy, tend to have a longer life and generally match the remaining furniture in the library. Mr. Serrano requested that the Wish List be taken back to each FOL and see if there is anything the group can help with in the coming year.

b. Volunteer Hours, 2014, 2015

Mr. Serrano is requesting all of the volunteer hours from all the FOL's in order to create a true cost of operation for the library and will be using the National average of \$22.55 to provide the information to the Board of Supervisors. In addition, Mr. Serrano has requested that all Board members record the hours that they spend doing things for the LAB such as but not limited to driving time, talking on the phone, attending meetings, attending sub-committee meetings, etc. This does not need to be complicated in any way.

c. Open Appointment District #3

Mr. Serrano stated that there is an open LAB Appointment in District 3. Email Mr. Serrano or Ms. Lightbody regarding a qualified candidate. Mr. Serrano and Ms. Lightbody will sit down with Supervisor Kirk to request an appointment to District 3, Chico Area.

7. New Business:

a. Next Supervisor invitation, Supervisor Larry Wahl, District 2

Mr. Serrano has requesting that the LAB invite Mr. Jarvis, Administration Library Liaison to the March 18th meeting instead. We will wait to invite Supervisor Wahl to another meeting later this year. In conclusion, it was decided that the LAB would extend invitations to the district supervisors and or administrative officials to attend the meetings.

b. Scofield Report Discussion (Draft Plan 2015)

Mrs. Serrano inquired if everyone received letters from Carol Scofield regarding what each individual said their goal for this year for the LAB meetings is. Everyone seemed to have received their letters. Provided in the packet was the Scofield report, a Draft Plan 2015, and By-laws and Resolution that the LAB need to decide how to proceed with. Discussion regarding if the LAB is keeping with the By-laws came to light, and consideration of making updates to reflect the importance of the forward motion for the LAB. It was made clear that the by-laws were updated in 2011 to reflect the Resolution signed by the Board of Supervisors. In addition, the understanding of the LAB is that one of the original purpose of the LAB was to develop sustainable funding.

Some of the LAB members stated that in order to address the sustainable funding they have attempted to get a possible property tax or sales tax added; however, the forward motion slowed when the economy tanked in 2008. Since then, funds have become less and it has become harder to move forward. The reality is that in order to move this type of thing forward, the LAB needs to show a valid support from the people in the community in order for the Board of Supervisors to consider adding this to the voting ballot. In the case of a vote for additional taxes, we would have to have 2/3rds majority votes to be able to have it approved.

Mr. Allen stated that he is working on a survey for patrons to fill out regarding services in the library. It might be reasonable to add a question regarding person's willingness to be in favor of taxes/funds to be given to the library to help sustain it. With concern for neutral political wording, provide a possible question to Oliver pertaining to people being willing to help fund the library in this way no later than March 1, 2015. Ms. Lightbody will review the question prior to it being added to the survey. There have been surveys and reports done over the last 7-10 years and it would benefit the group to see some of the information. Library Administration will send out the Godbe Survey and any other reports/surveys that would benefit the discussion of Sustainable Funding.

Mr. Serrano stated that he has made contact with Jackson County regarding their sustainable funding program and is attempting to reach out to Mendocino County to learn from them as well. This will provide some insight into how Butte County can use the sphere of influence to ask them for support by giving them a heads up of what we have in mind and then try to sell that to the community prior to approaching the BOS. Mr. Serrano will glean as much as he can from these two other counties to see how Butte County can utilize the information to move Sustainable Funding forward again.

In addition, it would be best to have the ability to present uniformly to all groups that the LAB and the FOL share with. Currently there is a GO Bag that can be used and to remind FOL's of its availability. Having a uniform presentation provides for the purpose of sharing with groups the intent of moving Butte County into the 20th century (the modern library).

Some discussion began regarding the sub-committees and how we can utilize them in the Action Plan. After further in depth conversation, it was agreed that picking people to address the Goals on the Action Plan may be a better place to start. The Sub-Committee members will be assigned at a later time.

The Draft Action Plan 2015 was shared with all members in attendance as well as via email. Below is a table with the Goals from the Draft Action Plan and Committee members to address the Goals and the update they will plan to provide at the March 18, 2015 LAB meeting:

| Goals | Committee | Anticipated Update at March Meeting from Chair (Designee) |
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| Goal #1: Lack of Progress, Forward Motion, and Accountability | Ronda Hoffman (Chair) Penny Louton Ron Serrano | This committee will provide a draft of a Mission and Vision Statement taking into consideration the Resolution and current By-laws from 2011. |
| Goal #2: Building Relationships = Results | Jeff Wane (Chair) Patti Conlin Marylou Johnson | This Committee will meet and come up with some relationship building functions with some timelines to accomplish those. |
| Goal #3: Sustainable Funding | Ron Serrano (Chair) Ruthmarie Ferris Ronda Hoffman | This Committee will investigate Sustainable Funding models and provide an update on what they have discovered. |

The Draft Action Plan 2015 will be updated and shared with Board members to reflect the Committee member assignments, and updates on due dates. If any committees would like to meet with Ms. Lightbody she would be willing to help where she can.

8. Friends of the Library Liaison Reports:

Chico FOL liaison, Ms. Conlin, reported that there is nothing new to report.

Gridley FOL liaison (including Biggs), Ms. Louton, reported that they had a local author event with author Larry Matthews about his book on Building the Oroville Dam. The Gridley FOL did not meet in December but are in the process of getting new members signed up. Gridley is also working on written standards for giving the Donald Wiley Award so there are guidelines and the community can benefit from the award. Gridley FOL is also working with AAUW, FOCUS, and Kaleidoscope to do more projects together.

Oroville FOL liaison, Ms. Ferris, reported that they are working to increase membership. They did not meet in December. The next book sale will be February 7.

Durham FOL liaison, Mr. Antonowich has been in the hospital and will be moved to rehab soon. Mr. Serrano shared that if anyone would like to send him a personal card, that he could provide his PO Box. The LAB signed a card for him at the meeting.

Paradise FOL liaison, Ms. Hoffman reported that Paradise has a new president, Pam Teeter. The Paradise FOL is working on a scholarship of \$500 in partnership with Quota International to support a reentry student upon receipt of a 500 word essay about how the library has helped them in life. In addition, Paradise FOL, Ms. Serrano, Butte County Facilities met with the Masonic Lodge next door to the Paradise Branch library to discuss sharing the parking lot which would create a lit walk way and possibly a drive way between the two properties. This venture will provide the Library and the Masonic Lodge with additional safe parking with the hope to avoid parking across the busy highway.

9. Additional items:

Mr. Wanees took pictures of everyone present so he can provide possible pictures for the libraries to display the LAB members at each branch. He felt this could be a good way for staff to identify Board members when they visit the libraries.

Mr. Serrano and Ms. Lightbody would like to meet with each individual Board member to allow each person to express their personal opinions in the confines of a more private setting. Ms. Mitchell will send an email with possible times that they can meet within the next few weeks.

Board members requested an update of the North Valley Funds. Ms. Mitchell will resend the most current update. The Finance Committee, including members that were assigned at the beginning of 2014, will work with North Valley to have an informal agreement so that funds can be provided to the Library for use without going through Butte County as originally intended. The Chair of the Finance Committee will provide an update at the March LAB Meeting.

Mr. Wanees is working to get JA Jance to do a book signing event at Chico Branch. When he talked with her last, he is hopeful that we will be on the next tour.

10. Review of Assignments/action items for the next meeting

- a. Mr. Serrano will write a letter in response to Ms. Siesmen email regarding weeding items at the Chico Library.
- b. Mr. Antonowich was in the hospital and will be moved to rehab soon. Mr. Serrano will provide an update via email as he receives it. Also, if anyone would like to communicate with him personally feel free to contact Mr. Serrano for his P.O. Box.
- c. Ms. Mitchell will send out an email with dates and times to meet with Mr. Serrano and Ms. Lightbody to have a place to chat about their personal opinions regarding the LAB.
- d. Ms. Mitchell will send board members the latest update of the North Valley Funds.
- e. Ms. Mitchell will send board members copies of the Godbe survey and other like reports and surveys as they are found.
- f. With concern for neutral political wording, provide a possible question to Oliver pertaining to people being willing to help fund the library no later than March 1, 2015.
- g. Saturday, May 23rd will be our first barbeque for building relationships in the LAB, please make note for your calendars.

Meeting closed at 5:04 PM